ATTORNEY EVALUATION FORM

Evaluation: The purpose of this section is to provide an opportunity for the supervisor to evaluate the staff member through the identification of successes and areas for improvement relative to specific job-related factors.

Client Service: (effective communication; follow-through; listening skills; timeliness; responsiveness)				
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Successes:				
				/
			EXHIBIT_	6
			EVLIDIT	
i				
Areas for Improveme	·nt·			
1 1 0 0 0 101 1 1 1 1 1 1 1 1 1 1 1 1 1				
☐ Superior		☐ Competent	☐ Requires	☐ Unsatisfactory
Accomplishments	Commendable	·	Improvement	i i onsurishactory
Job Skills/Knowledge: (level/range of work-related skill; understanding of various required work;				
Job Skills/Knowledg	ge: (level/range of	work-related skill; acility with work to	understanding of var	rious required work;
	assignments, 12	ichity with work it	owedmbinent)	
Successes:				
		•		
•				
Areas of Improvement:				
-				
☐ Superior	☐ Commendable	☐ Competent	☐ Requires	[] Unsetisfactor:
Accomplishments	Commondable	= Competent	Improvement	☐ Unsatisfactory

	Productivity: (amount /volume of work accuracy; quality; timeliness; initiative; problem solving)			
:				
Commendable	☐ Competent		☐ Unsatisfactory	
Relationships, ac	laptability, commit	ment to ultimate goa	ls)	
·				
Areas of Improvement:				
☐ Commendable	□ Competent	☐ Requires Improvement	☐ Unsatisfactory	
	Commendable Relationships, ac	Commendable Relationships, adaptability, commit	☐ Commendable ☐ Competent ☐ Requires Improvement Relationships, adaptability, commitment to ultimate goa ☐ Commendable ☐ Competent ☐ Requires	

Work Habits: (attendance; punctuality; availability, accessibility, adherence to policies, procedures, or practices)				
Successes:				
Areas for Improveme	ent:			
☐ Superior Accomplishments	☐ Commendable	☐ Competent	☐ Requires Improvement	☐ Unsatisfactory
			J	
OVERALL PERFO	DMANCE. (contrib	ution to oursell	:	
O VERALL I EROO.	MIANCE. (COURTE	dition to overail	mission)	
Successes:			·	į
Areas for Improvement:				
☐ Superior Accomplishments	☐ Commendable	☐ Competent	☐ Requires Improvement	☐ Unsatisfactory

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Training: (compliant recognition and compersonnel)	nce with departmenta prehension of training	l training standa g mission, willin	rds, attendance at tra gness to work coope	ining functions, ratively with training
Successes:	4.			
Areas for Improveme	nt:			•
☐ Superior Accomplishments	☐ Commendable	☐ Competent	☐ Requires Improvement	☐ Unsatisfactory

B. Performance improvement Plan. Please identify spectorresponding time frames that will improve performance. State Public Defender –sponsored training programs, as we training opportunities which could assist in developing work.	Please include Office of the ll as other educational or skills
C. Staff Member's Comments:	
This evaluation was discussed with me on (date)	•
(date)	
☐ I believe this is a fair and objective evaluation.	
☐ I do not agree with this evaluation for the following reason	ons:
Comments:	
·	
Staff Member's Signature:	Date
Supervisor's Signature/Title:	Date
Reviewer's Signature/Title:	Date

Please provide a copy of this evaluation to the staff member after all signatures have been obtained.